

ASIA PACIFIC GENERIC GUIDANCE MATERIALS AND CUSTODIANS

Procedure for periodic review and update of the Asia/Pacific Generic Guidance Materials
in the area of Aerodromes and Ground Aids
[Second Edition, September 2024 approved by AOP/SG/8]

1. INTRODUCTION

1.1 In accordance with the TORs and task lists of the various Working Groups and Task Forces of AOP/SG, a number of Generic Guidance Materials (GGMs) were developed by these Working Groups/Task Forces and approved by AOP/SG and APANPIRG. All Generic Guidance Materials are published on ICAO APAC Website at eDocuments Webpage under AGA heading for use/reference by States/Administrations and can be accessed using URL:
<https://www.icao.int/APAC/Pages/eDocs.aspx>.

1.2 The list of Asia/Pacific GGMs developed by various Working Groups and Task Forces and approved by AOP/SG and APANPIRG including the details of the Custodians is provided in **Attachments A to D**.

2. PROCEDURE

2.1 The Working Groups/Task Forces identify a custodian of the individual Asia/Pacific GGM from State(s)/ International Organization(s)/Industries with the responsibility to review and update the respective Asia/Pacific GGM(s) in coordination with ICAO APAC Office whenever it becomes necessary.

2.2 For periodic review and update of the Asia/Pacific GGMs in the area of AGA in future, the following process should be followed by the Custodians and the Secretariat:

- a) The Secretariat would inform to the respective custodian(s) of the Asia/Pacific GGM(s) once ICAO approved amendments to ICAO SARPs and PANS-Aerodromes (Doc 9981), revisions to Airport Services Manuals and other relevant ICAO documents that may necessitate the review and update of the GGM(s);
- b) The Secretariat/Custodian(s) exchange information about newly developed States/Industries good practices relevant to Asia/Pacific GGM(s) as soon as they become aware of their availability;
- c) The custodian of the respective GGM coordinates with the relevant subject matter experts of the respective Working Group/Task Force and the Secretariat to initiate the review of the GGM;
- d) Once the review and revision of the GGM is completed the custodian would present the revised GGM through the Working Paper at the respective WG/TF meeting for its endorsement with a draft conclusion for adoption by the AOP/SG; and
- e) After the adoption of the draft conclusion by the AOP/SG the revised GGM(s) should be uploaded by the Secretariat on the ICAO APAC Website on eDocuments Webpage under AGA heading.

Attachment A

List of GGMs developed by AP-AA/WG and approved by AOP/SG with details of the custodians

S. No	APAC Generic Guidance Materials	Edition/Version, Date	States involved in the Development of Generic Guidance Materials	Custodian (Responsible party for future review and updates)
1	Asia Pacific Regional Guidance on AIP – AD 1.5 Status of Certification of Aerodromes	Version 1.0, Dec 2020	Secretariat	Secretariat apac@icao.int pshakya@icao.int
2	Generic Aerodrome Certification Procedure	Version 1.0, Dec 2020	Thailand (lead) and Philippines	Thailand - Mr. Teeravee Yongwattanajiaranon (Ling) teeravee.y@caat.or.th
3	Generic Procedures for Accepting Non-compliance in Aerodromes	Version 1.0, Dec 2020	Nepal (lead) and Malaysia	Nepal - Mr. Babu Ram Paudel pauadelbabu@gmail.com
4	Generic Training Programme and Training Plan for Aerodrome Inspectors	Version 1.0, 2 July 2021	India	India - Mr. Amit Srivastava amits.dgca@nic.in
5	Generic Aerodrome Inspector Handbook	Version 2.0, 2023	Thailand (lead) and Bangladesh	Thailand - Mr. Teeravee Yongwattanajiaranon (Ling) teeravee.y@caat.or.th
6	Generic Aerodrome Manual	Version 1.0, 2 July 2021	India	India - Mr. Sudhir Singh sudhir_singh@hotmail.com and Mr. Amit Srivastava amits.dgca@nic.in
7	Generic Aerodrome Certification Specific Operating Regulations	Version 1.0, 2 July 2021	Malaysia (lead), India and Nepal	Malaysia - Mr. Mahyuddin Bin Sajuri mahyuddin@caam.gov.my
8	Generic Organization Structure of the Aerodrome Regulatory Unit	Version 1.0, 2 July 2021	Malaysia (lead), India and Nepal	Malaysia - Mr. Mahyuddin Bin Sajuri mahyuddin@caam.gov.my
9	Generic Surveillance Programme by Aerodrome Operators	Version 1.0, 2 July 2021	Malaysia (lead), India and Nepal	Malaysia - Mr. Mahyuddin Bin Sajuri mahyuddin@caam.gov.my
10	Generic Surveillance Programme for Certified Aerodromes	Version 1.0, August 2022	Malaysia (lead), India and Nepal	Malaysia - Mr. Mahyuddin Bin Sajuri mahyuddin@caam.gov.my

11	ICAO Asia-Pacific Aerodrome Assistance Go-Team Methodology	March 2024	ACI	ACI - Mr. SL Wong sl@aci-asiapac.aero ICAO Secretariat apac@icao.int
12	Asia-Pacific Generic Aerodrome Enforcement Policy and Procedures Manual	October 2023	Malaysia (Lead) and India	Malaysia - Mr. Mahyuddin Bin Sajuri mahyuddin@caam.gov.my
13	Asia-Pacific Generic Aerodrome Exemptions Policy and Procedures Manual	October 2023	Australia (Lead) and India	Australia [TBC]
14	Asia-Pacific Generic Aerodrome SMS Evaluation Tool and Guidance	First Edition, September 2024	Thailand (Lead), Australia, and Maldives.	Thailand - Angsana Panmongkon angsana.r@caat.or.th

Attachment B

List of GGMs developed by AP-WHM/WG and approved by AOP/SG with details of the custodians

S. No	APAC Generic Guidance Materials	Edition/Version, Date	States involved in the Development of Generic Guidance Materials	Custodian (Responsible party for coordination for future review and updates)
1	Composition of National Wildlife Hazard Management Committee	Sep. 2019	Nepal, Bhutan, Lao PDR	Nepal Mr. Deo Chandra Lal Karna, d_karna@hotmail.com
2	Terms of References of National Wildlife Hazard Management Committee	Sep. 2019	Nepal, Bhutan, Lao PDR	Nepal Mr. Deo Chandra Lal Karna, d_karna@hotmail.com
3	Asia Pacific Guidance for Evaluation of Aerodrome Wildlife Hazard Management Programme	First Edition, 2 July 2021	WBA, Australia, Bangladesh, India, Thailand and ACI	WBA Ms. Lalita Vaswani lalita@worldbirdstrike.com
4	Asia Pacific Guidance for Establishment of National Procedure for Recording and Reporting Wildlife Strikes to Aircraft	First Edition, 2 July 2021	Philippines, Sri Lanka, Nepal, WBA, IFALPA	WBA Ms. Lalita Vaswani lalita@worldbirdstrike.com
5	Asia Pacific Guidance on Development and Implementation of Airport Wildlife Hazard Management Programme	First Edition, August 2022	Australia, Fiji, India, WBA, AAPA	WBA Ms. Lalita Vaswani lalita@worldbirdstrike.com
6	ICAO Asia Pacific Wildlife Hazard Management Go-Team Methodology	Second Edition, 2024	Australia, India, Thailand, ACI and WBA	Australia Ashley McAlpine Ashley.Mcalpine@casa.gov.au

Attachment C

List of GGMs developed by AOPC/SWG and approved by AOP/SG

S. No	APAC Generic Guidance Materials	Edition/Version, Date	States involved in the Development of Generic Guidance Materials	Custodian (Responsible party for coordination for future review and updates)
1	Asia/Pacific Regional Guidance on Aerodrome Operations Personnel Competency Requirement Framework	Version 1.0 – December 2020	Bangladesh, Cambodia, China, Macao, China (Lead), Maldives, Myanmar, Singapore, ACI	Mr. Pedro Cavem (Yangon International Aerodrome, Myanmar) Email: Pedro.Cavem@yangon.aero

Attachment D

List of GGMs developed by WA/SWG and approved by APANPIRG

S. No	APAC Generic Guidance Materials	Edition/Version, Date	States involved in the Development of Generic Guidance Materials	Custodian (Responsible party for coordination for future review and updates)
1	Sample APAC Regulations for Water Aerodromes	First Edition (unedited version) — March 2015	Indonesia, Maldives (Lead), Sri Lanka, New Zealand and USA	CAA Maldives Ms. Fathimath Ramiza Email: ramiza@caa.gov.mv
2	Asia Pacific Regional Guidance on Requirements for the Design and Operations of Water Aerodromes for Seaplane Operations	First Edition — January 2019	Indonesia, Maldives (Lead), Sri Lanka, New Zealand and USA	CAA Maldives Ms. Fathimath Ramiza Email: ramiza@caa.gov.mv

—END—